

ICM Eligibility Criteria

1. Applicants shall be state or locally funded Judiciary employees.
2. Applicants shall be managers, supervisors, or lead workers (e.g. responsible for managing a program, providing staff orientation and training responsibilities, etc.).
3. Applicants must have completed two years of service as a full-time, regular employee of the Maryland Judiciary as of the application deadline date. An exception will be made for those on the state's senior pay scale (e.g. Clerk of Court, Administrative Clerk, Administrative Commissioner, AOC Assistant Administrator, DCHQ Executive Director) and locally funded Judiciary employees with the titles of Court Administrator and Assistant Court Administrator.
4. Applicants shall presently be in good standing with their respective court or office. Applicants who are currently the subject of any performance or disciplinary actions must provide a short explanation of the circumstances and upload it along with the documents listed below.
5. Applicants shall submit the following:
 - A fully completed application
 - A résumé
 - A signed essay of no more than 1,000 words explaining: (a) why the applicant should be selected for the program, (b) how the applicant intends to make full use of such an opportunity, and (c) what single professional accomplishment has been a source of personal fulfillment and why
 - A formal letter of recommendation from the administrative head of either the applicant's court or office (e.g. Clerk of Court, Court Administrator, Administrative Clerk, Administrative Commissioner, AOC Assistant Administrator, DCHQ Executive Director, Administrative Judge)